

Purpose: Train and prepare officers selected for battalion or brigade command in United States Army Recruiting Command (USAREC).

Scope: The curriculum provides a doctrinal foundation in the art and science of Army recruiting and leadership in the recruiting environment. The course is grounded in fundamentals based on the eight recruiting functions: intelligence, prospecting, interviewing, processing, Future Soldiers, training, sustainment, and mission command.

Prerequisites:

1. Active Army officers selected by Department of the Army (DA) for command of a USAREC battalion or brigade.
2. Completion of Non-resident (Phase I) distance learning (dL) modules located at:
<http://www.usaac.army.mil/pcc/index.htm> (For dL-related support phone (502) 626-0611/0131 or email LMSSUPPORT@usarec.army.mil)

Description: Course is 2 weeks in length at the Recruiting and Retention School (RRS), located at the Soldier Support Institute on Fort Jackson, SC. Immediately following completion of the course, students travel to Fort Knox, KY for a week-long USAREC HQ and Staff Orientation. The first two weeks are progressively sequenced sessions designed to train and prepare students for command in USAREC. Instructors initially build a solid knowledge base and expand into a blended learning approach, challenging students through discussion, practical exercise, mentorship panels, and simulation. A variety of leaders, subject matter experts (SME), and coach-mentors augment the resident faculty throughout the course. Students travel to Fort Knox to bridge their foundational knowledge to the command at the USAREC HQ. Over 5 days, students interact and learn from the Commanding General, DCG and the USAREC staff. The HQ phase provides essential information on the dynamic and real-time recruiting environment, strategic overviews of USAREC, US Army Cadet Command (USACC), Accessions Support Brigade. Additionally students receive orientation to programs and special staff functions unique to recruiting operations.

Special Instructions:

1. Recruiting PCC (RPCC) is an Army Training Resource Requirements System (ATRRS) Course. Upon selection to USAREC command assignment, officers and CSL-designated CSMs (non-MOS 79R) should coordinate enrollment, including Request for Orders (RFO) with their HRC Assignment Officer. RRS Operations will contact all ATRRS enrolled students 30 days prior to course report date and provide detailed reporting instructions.
2. RPCC TDY is funded through two fund cites and requires two coordination efforts.
 - a. 2 week resident phase at Fort Jackson is DA-funded. Students coordinate with HRC Assignment Officer for orders and funding. Students stay in contract lodging (location of lodging will be provided by Mr. Wingo, RRS Operations) and do not make individual lodging arrangements for Fort Jackson. Meals are at the full-rate, no meals available. Rental car for air or rail mode travelers is authorized. Student POC for Fort Jackson phase is Mr. Bart Wingo, Student Operations Officer at 803-751-8173 or BB 866-220-0150; email: bart.wingo@usarec.army.mil .

- b. 5 day resident phase at Fort Knox is USAREC-funded. Students and Assignment Officers coordinate with USAREC G4/8 Executive Branch, Ms. Dawn Richardson, Budget Analyst at (502) 626-1048, DSN 536-1048, Dawn.Richardson@usarec.army.mil or Mr. Brandon Brady, Budget Analyst, at (502) 626-3021, DSN 536-3021, Brandon.Brady@usarec.army.mil. Students stay in reserved lodging and will have to call the hotel at least 14 days prior to arrival to secure the reservation with their credit card information. The hotel name and phone number can be obtained from the below POCs. Meals are at the full per diem rate, since there are no government meals available. Rental car for air or rail mode travelers is authorized. Student POC for Fort Knox phase is MSG David J. Rieger, NCOIC of RRS FWD, at (502) 626-0468, DSN 536-0469, David.Rieger@usarec.army.mil or LTC Jennifer Bailey, Deputy Director RRS, at (502) 626-0121, DSN 536-0469, Jennifer.Bailey@usarec.army.mil.
 - c. Student travel between Fort Jackson and Fort Knox is required and must be constructed in travel itinerary. RPCC ends on Friday afternoon and Fort Knox phase starts the Monday of the following week. Students must schedule travel to arrive and check in at Fort Knox NLT Sunday evening.
3. Reading Requirements prior to course attendance:
Required:
[USAREC Manual 3-0](#); *Recruiting Operations*
[USAREC Manual 3-01](#); *The Recruiter Handbook*
[USAREC Manual 3-02](#); *Recruiting Company and Station Operations*
[USAREC Manual 3-03](#); *Recruiting Brigade and Recruiting Battalion Operations*
Recommended:
[AR 601-210](#); *Active and Reserve Components Enlistment Program*
[FM 6-22](#); *Army Leadership*
[FM 7.0](#); *Training Units and Developing Leaders For Full Spectrum Operations*
[USAREC Reg 600-22](#); *Assignment of Enlistment Processing Responsibility*
[USAREC Reg 601-56](#); *Waiver, Future Soldier Program Separation, and Void Enlistment Processing Procedures*
[USAREC Reg 601-95](#); *Delayed Entry and Delayed Training Program*
[USAREC Reg 601-107 w/change 1](#); *Operational Management Systems*
4. Packing List.
- a. Duty uniform for RPCC is ACU with beret.
 - b. Army Physical Fitness Uniform (APFU)
 - c. Business casual attire for one evening social event
 - d. Students issued a USAREC Laptop prior to RPCC attendance should bring the laptop and security cable/device
 - e. Personal computers with CD/DVD read capability are encouraged for viewing digital media provided to students during the course.

Official Websites for:

Fort Jackson: <http://www.army.mil/info/organization/jackson/>

Fort Knox: <http://www.knox.army.mil/>